



**Republic of the Philippines  
Department of Budget and Management  
PROCUREMENT SERVICE  
BIDS AND AWARDS COMMITTEE**



## MINUTES OF MEETING

Thursday, August 30, 2018	1:30 PM	OTHERS
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<b>MEETING CALLED BY</b>	<b>BIDS AND AWARDS COMMITTEE IX</b>	
<b>TYPE OF MEETING</b>	<b>Prebid Conference</b>	
<b>PROJECT</b>	<b>Supply and Delivery of Manipulative Toys for the Department of Education (DEPED)</b>	
<b>REFERENCE NO.</b>	PB No. 18-246-9	
<b>ATTENDEES</b>	<b>Bids and Awards Committee IX</b>	
	Ms. Dalisay Conrina P. Dela Chica Ms. Leah M. Valdez Mr. James F. Gabilo Mr. Antonio L. Tan	Chairperson Vice Chairperson Provisional Member Provisional Member
<b>ATTENDEES</b>	<b>Procurement Division IX</b>	
	Mr. Vincent Joseph D. Disu Mr. Raymund Francis B. Lasam	Secretariat PD IX
<b>ATTENDEES</b>	Prospective Bidder/s: Mr. Jonathan Zulueta Mr. Ricardo Uy Ms. Rebecca Chen Ms. Lhen Villanueva Ms. Evelyn Conejares Ms. Carmen Sanchez Ms. Katherine Rose Soriano Ms. Rowena Mondejar Ms. Lolita Tuazon Ms. Marte San Pedro Ms. Judy Templanza Ms. Imelda Almario Ms. Dona Cheang Mr. Vincent Lee	Nikka Trading RWN Hui Investment RWN Hui Investment Asia Prime Dong-E Dong-E Books on Wheels Enterprise Tahanang Walang Hagdan Tahanang Walang Hagdan GCC Trading MCX International Inc. MCX International Inc. MCX International Inc. Starcity Ind. Supply and Dev't Corp.

	<p>Ms. Dhescirie Leal          Atty. Alfredo Bayan          Mr. Fernando Altea          Mr. Edgardo M. Dagdag II          Ms. Elba Combatir          Mr. Mel Cubillo          Ms. Angelita Evangelista          Mr. Domingo Literal          Atty. Nicanor H. Lazaro          Ms. Andeonica Roma          Mr. Rolando Fartore          Ms. Honey Yeli Samson          Ms. Aileen Reblora</p>	<p>Starcity Ind. Supply and Dev't Corp.          SRI Toy          SRI Toy          Nikka Trading          Nikka Trading          Nikka Trading          Tahanang Walang Hagdan          Tahanang Walang Hagdan          Tahanang Walang Hagdan          Nikka Trading          Starcity Ind. Supply and Dev't Corp.          Starcity Ind. Supply and Dev't Corp.          Starcity Ind. Supply and Dev't Corp.</p>
<p>CALL TO ORDER</p>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Prebid Conference</b> started at <b>1:30 PM</b> with the Chairperson presiding.</li> <li>2. The Secretariat acknowledged the presence of the attendees.</li> <li>3. The Secretariat also presented the Invitation to Observers however none of them confirmed their attendance.</li> <li>4. Having established the required quorum, the Secretariat proceeded with the discussion of the general requirements.</li> <li>5. The PMO-In-Charge then discussed the Schedule of Requirements and Technical Specifications.</li> </ol>	

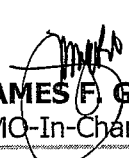
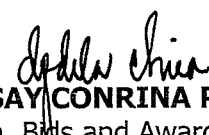
**DISCUSSION**

I. BID DOCUMENTS	
<p>INSTRUCTIONS TO BIDDERS</p>	<ul style="list-style-type: none"> <li>• Presented.</li> </ul>
<p>BID DATA SHEET</p>	<ul style="list-style-type: none"> <li>• 5.4 - It was clarified that the requirement for the single contract is on a per lot basis, however, you may also use the single contract or the two aggregate contracts to different lots.</li> <li>• 5.4 - A prospective bidder requested to removed the words "at least" in the statement " A single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC, or <b>at least</b> two aggregate contract provided that one contract should be at least 25% of the ABC" this is to clarify that the requirement for the aggregate contract of at least 25% is only two.</li> </ul>

	<ul style="list-style-type: none"> <li>• The submission of the Official Receipt for the SLCC was also raised. In the new BIR ruling, for Goods – Sales Invoice and Services – Official Receipt.</li> <li>• 12.1 (a) – Additional Licenses / Certifications are required to submit during the bid opening, it was then requested that the said documents be submitted during post qualification.</li> <li>• It was also clarified that the bidders shall only choose one in the international quality control product markings.</li> </ul>
<p><b>GENERAL CONDITIONS OF THE CONTRACT</b></p>	<ul style="list-style-type: none"> <li>• Presented.</li> </ul>
<p><b>SPECIAL CONDITIONS OF THE CONTRACT</b></p>	<ul style="list-style-type: none"> <li>• There were no Discussions/Amendments made and further instructions made from the BAC.</li> </ul>
<p><b>SCHEDULE OF REQUIREMENTS</b></p>	<ul style="list-style-type: none"> <li>• A prospective bidder requested that for the Production, Packing and Inspection of the items be extended from 100 days to 140 days as well as the delivery to the recipients from 80 days to 100 days.</li> <li>• It was also requested that the submission of samples on or before the deadline of bid submission be move during post qualification.</li> </ul>
<p><b>SPECIFICATIONS</b></p>	<p>Lot 1: TABLE BLOCKS</p> <ul style="list-style-type: none"> <li>• A prospective bidder requested that the storage box should be made of plywood instead of plyboard.</li> </ul> <p>Lot 2: PATTERN BLOCKS (Wood)</p> <ul style="list-style-type: none"> <li>• A prospective bidder clarified if the storage box shall also consist of a plastic cover to protect the items from rain, moisture, dust, dirt, or other elements.</li> </ul> <p>Lot 3: LACING BEADS</p> <ul style="list-style-type: none"> <li>• Color – If there is a possibility for the bidder to change the color from the existing color.</li> <li>• Measurements – Barrel 1.25" be changed to 1.75" ; Cylinder 1.25" base be changed to 1.5", 0.5" end point to 0.75 and 1.25" height</li> <li>• It was also clarified that the design of the BLR branding sticker shall be provided by the End User.</li> </ul> <p>Lot 4: TANGRAMS (Wood)</p> <ul style="list-style-type: none"> <li>• Color – If there is a possibility for the bidder to offer different color.</li> </ul> <p>Lot 6: FILIPINO ALPHABET PUZZLE UPPERCASE LETTERS (Wood)</p> <ul style="list-style-type: none"> <li>• It was clarified that basic Font styles shall used both for Uppercase and Lowercase.</li> </ul>

<b>BIDDING FORMS</b>	<ul style="list-style-type: none"> <li>There were no Discussions/Amendments made and further instructions made from the BAC.</li> </ul>
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II. TIMELINE	
<b>POSTING IN PHILGEPS</b>	August 23, 2018
<b>PREBID CONFERENCE</b>	August 30, 2018 @1:30pm
<b>POSTING OF BID BULLETIN</b>	September 6, 2018
<b>DEADLINE FOR SUBMISSION AND OPENING OF BIDS</b>	September 13, 2018 @1:30pm

III. OTHER DISCUSSIONS	
<b>OTHER MATTERS</b>	<ul style="list-style-type: none"> <li>Sample Colored Pictures of the Manipulative Toys shall be included in the Bid Bulletin.</li> </ul>
<b>ATTACHMENTS</b>	"No Attachment"
<b>ADJOURNMENT</b>	Having no other matters for discussion, the meeting was adjourned at <b>4:15 PM</b>
<b>CERTIFICATION</b>	We certify that the foregoing is true account of <b>Prebid Conference</b> conducted on Thursday, August 30, 2018.
<b>PREPARED BY</b>	<p>The Procurement Division IX:</p> <div style="text-align: center;">   <b>MR. JAMES F. GABILO</b>            PMO-In-Charge         </div>
<b>CERTIFIED CORRECT</b>	<div style="text-align: center;">   <b>MS. DALISAY CONTRINA P. DELA CHICA</b>            Chairperson, Bids and Awards Committee IX         </div>